

Home-Start is committed to safer recruitment practice as an important part of safeguarding and protecting children and vulnerable adults

## Person Specification – Group Worker

Essential and desirable skills, abilities, experience, knowledge and special requirements for the post of Home-Start Group Worker.

This form also indicates how the different requirements may be assessed during the selection process:

A = Application Form, I = Interview, E = Exercise

<b>Person Specification – Group Worker</b>			
<b>ESSENTIAL</b>	<b>Method of Assessment</b>		
<b>Education and qualifications</b>			
Good standard of education (GCSE, NVQ level 3 or equivalent)	✓		
<b>Employment History</b>			
Relevant previous or current employment including working with parents and families	✓	✓	
<b>Managing the Group</b>			
Knowledge of the voluntary sector	✓	✓	
Ability to undertake planning and evaluation	✓	✓	✓
Ability to collate information and produce basic reports	✓	✓	
Ability to organise appropriate activities	✓	✓	✓
Ability to maintain health, safety and welfare	✓	✓	
Ability to prepare reports and statistical information	✓		
Ability to implement policies and procedures	✓		
<b>Supporting families</b>			
Recent experience of supporting families	✓		
Understanding of the needs of families with young children	✓	✓	
Knowledge of safeguarding issues	✓	✓	
Knowledge of the Early Years Foundation stage and any current legislation	✓	✓	
<b>Working in partnership and in the wider context</b>			
Knowledge of the roles of agencies providing services for children and families	✓	✓	
Promotional skills	✓	✓	
Experience of multi-agency working	✓	✓	✓
<b>Self management/personal attributes</b>			
Interpersonal skills	✓	✓	
A positive and creative approach to tackling tasks	✓		✓
Commitment to good safeguarding practice	✓	✓	✓
Knowledge of and commitment to equal opportunities and anti-discriminatory practice	✓		
Understanding of the need for professional confidentiality	✓	✓	
Good written and verbal communication skills	✓	✓	✓
<b>Special requirements</b>			

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Willingness to access training opportunities	✓	✓	
Car driver	✓		
Eligibility to work in the UK	✓		